

UNAPPROVED
VIRGINIA BOARD OF LONG-TERM CARE ADMINISTRATORS
SPECIAL CONFERENCE COMMITTEE

The Special Conference Committee of the Virginia Board of Long-Term Care Administrators convened on November 17, 2009, 10:15 am at the Department of Health Professions, 9960 Mayland Drive, 2nd Floor, Suite 201, Hearing Room #5, Henrico, Virginia.

MEMBERS Randy Scott, NHA, ALFA, Chair
PRESENT: Martha Hunt, ALFA, Board Member

STAFF PRESENT: Lisa R. Hahn, Executive Director
Anne Joseph, Administrative Proceeding Division
Rashaun K. Minor, Discipline Operations Manager
Kathy Truesdale, Compliance Case Manager

CONFERENCE **Kisheena Larts, ALFA-AIT**
SCHEDULED: **Case Number:125699 and 127976**

CALL TO ORDER: Mr. Scott called the conference to order at 10:15 a.m.

DISCUSSION: Ms. Larts appeared before the Committee in person in accordance with the notice of the Board dated September 28, 2009. Ms. Larts was not represented by counsel.

The Committee reviewed the allegations with Ms. Larts, in the notice of informal, that she may have violated the laws and/or regulations governing the practice of long-term care administration.

CLOSED SESSION: Ms. Hunt moved that the Special Conference Committee of the Board of Long-Term Care Administrators Therapy convene a closed meeting pursuant to Section §2.2-3711(A)(28) of the *Code of Virginia* for the purpose of deliberation to reach a decision in the matter of Kisheena Larts. Additionally, Ms. Hunt moved that Board staff, Ms. Hahn, Ms. Minor, Ms. Truesdale, and Ms. Joseph attend the closed meeting because their presence in the closed meeting is deemed necessary, and will aid the Board in its consideration in its deliberations. The motion was seconded and carried unanimously.

OPEN SESSION: The Committee reconvened in open session.

Ms. Hunt moved that the Special Conference Committee of the Board of Long-Term Care Administrators certify that it heard, discussed or considered only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened. The motion was seconded and carried unanimously.

ACTION: Mr. Scott moved to have Ms. Joseph read the Findings of Fact and Conclusions of Law and the decision adopted by the Committee. The motion was seconded and carried unanimously.

The Committee approved Ms. Larts' application as an Assisted Living Facility Administrator contingent upon her successfully passing the national exam and completing eight (8) hours of board approved continuing education in ethics and four (4) hours of board approved continuing education in medication administration.

ADJOURNMENT: The Committee adjourned this case at 11:08 a.m.

Randy Scott, NHA, ALFA Chair

Lisa R. Hahn, Executive Director

Date

Date